



**State of Arizona
Department of Education**

SCHOOL FINANCE MEMORANDUM 13-004

TO: County Jail Education Program Directors, County School Superintendents, & County Treasurers

FROM: Lyle Friesen, Director of School Finance

DATE: August 6, 2012

SUBJECT: FY2013 County Jail Education Program

A.R.S. Section 15-913.01 requires each county that operates a county jail to offer an education program to serve all eligible prisoners. Eligible prisoners are defined as:

- *prisoners who have been in the county jail for more than forty-eight hours*
- *prisoners eighteen years old or younger, or*
- *prisoners with disabilities who are age twenty-one or younger*

Pursuant to statute, the county school superintendent may establish a county jail education fund to provide financial support to the jail education program. This fund shall consist of a base amount set at \$14,400 and a variable amount that is calculated based on the submittal of your instructional days for 2012 and the FY2013 Base Level Amount (BLA) of \$3,267.72.

In order to calculate the total amount of State Aid to your County Educational Program for FY2013, the following information must be submitted to the Arizona Department of Education by September 14, 2012:

- General Program Information as specified in the Attendance Report found on the School Finance website at <http://www.azed.gov/finance/forms/>.
- Please submit the Attendance Report electronically to SFPaymentteam@azed.gov which is included in this memo.
 - Actual instructional attendance days (prisoners who have received at least two hundred forty minutes of instruction per day.)
 - For all eligible prisoners from July 1, 2011 through June 30, 2012:
 - Non Special Education Student Attendance Days
 - Group A Student Attendance Days
 - Group B Student Attendance Days



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- Claim form completed and submitted to the address below by the deadline signed by the County School Superintendent. The form is included in this memo and can also be found on the School Finance website at: <http://www.azed.gov/finance/forms>

FY 2013 County Jails Education Program calculations will be completed and posted to the ADE School Finance Website prior to distribution of payment.

Please complete all required forms and information and submit to the ADE by September 14, 2012. Mail, fax or email to Payment Team, Arizona Department of Education, School Finance, Bin 13, 1535 W. Jefferson, Phoenix, AZ 85007, fax (602) 542-3099, SFPaymentTeam@azed.gov. If you have any questions, please call Barbara Axe, (602)542-8248.